

**SOUTH BEND BOARD OF PARK COMMISSIONERS**  
**REGULAR MEETING**  
**JUNE 18, 2007**

The Board of Park Commissioners of the Park District of the City of South Bend, Indiana met on Monday the 18<sup>th</sup> of June 2007 at the O'Brien Administration & Recreation Center, 321 E. Walter St., South Bend, Indiana for its regular meeting. Notice of the date, time and place of the meeting were duly given as required by law.

Park Board members present were as follows:

Mr. Robert Henry, President  
Mr. Robert Goodrich, Vice President  
Dr. Thomas Kelly  
Mr. Garrett Mullins

Park Board members absent were as follows:

None

Staff members present: Phil St. Clair, Superintendent; Bill Carleton, Fiscal Officer; Betsy Harriman, Administrative Director; Susan O'Connor, Recreation Director; Randy Nowacki, Director of Golf Operations; Terry DeRosa, Zoo Director; Mark Bradley, Director of Marketing & Promotions; Mike Dyszkiewicz, Maintenance Superintendent; Thomas Bodnar, Park Board Attorney

**I. The meeting was called to order by Board President Robert Henry at 4:03 p.m.**

**II. The first order of business was the interviewing of interested citizens.**

1. There were no interested citizens wishing to address the Board.

**III. The next order of business was unfinished business.**

1. Ratification of Tennis and Basketball Court Repair Quotes Opened at the May Meeting  
Mr. Dyszkiewicz presented the Board with the staff's recommendations for the quotes opened at the last meeting.

He recommended the parking lot project be awarded to Arnt Asphalt for the amount of \$23,370 and the court repairs be awarded to Arnt Asphalt for the amount of \$42,630.

Mr. Mullins made a motion to award the quotes as recommended. It was seconded by Mr. Goodrich and was adopted.

**IV. The next order of business was new business.**

1. Ms. Harriman requested the Board approve the following requests:
  - a. East Side Reunion Picnic- Coquillard Park- July 27-28
  - b. KidsPeace National Kid's Day- Howard Park- August 5She recommended approval of all requests.

Dr. Kelly made the motion to approve the above requests and it was seconded by Mr. Goodrich. The motion was approved.

2. Report on Leeper Park Tennis Court Project- Pat Brown, SITESCAPES, Inc.

Mr. Brown updated the Board on the plans for the Leeper Tennis Complex. Based on consultation with Park staff, it has been decided to address the problems of not enough courts for doubles play and not enough room for spectators. In order to address this two singles courts will be converted to doubles and one court will be eliminated to allow room for a spectator area. It will go from eleven doubles and four singles to twelve doubles and two singles courts. Spectators will not have to go through the building to enter the complex for tournaments, etc. Access will be through gates on the outside fence.

The courts will be expanded to the south side. New trees will be planted on both the north and south side of the courts.

The courts will be blue, as is the USTA standard.

The plans will be presented to the Historic Preservation Commission meeting tonight.

Mr. Brown requested permission to advertise for bids in order to open the bids at the July 16 Park Board meeting. He hopes to have the project finished this fall. Demolition will be done by Park staff the first week of August.

Dr. Kelly made a motion to allow staff to move forward with final plans and to approve bid advertising for the project. Mr. Goodrich seconded the motion and it was approved.

Mr. Brown advised that a special meeting may be necessary to approve the bids after the July opening to stay on schedule for a fall completion.

3. Opening of Quotes for Coveleski Parking Lot Sealing and Striping- Betsy Harriman

Ms. Harriman advised the Board that one quote was received from Arnt Asphalt. The quote total was \$19,250 for sealing and striping of three lots.

She recommended the quote be accepted.

Mr. Goodrich made the motion to award the quote to Arnt Asphalt. Mr. Mullins seconded the motion and it was carried.

4. Opening of Quotes for O'Brien Storage Building- Mike Dyszkiewicz

Mr. Dyszkiewicz opened three quotes received for the 24' x 40' storage building project.

a. LL Geans- base, \$26,560 alternate, \$27,469 additional

b. Gibson-Lewis- base \$58,653

c. Kaser-Spraker- base, \$34,670

Mr. Goodrich made a motion to have staff review the quotes and return with a recommendation at the next Park Board meeting. Dr. Kelley seconded the motion and it was passed.

## V. Approval of Minutes

Mr. Mullins made a motion to approve the minutes of the regular Board meetings held on April 16, 2007 and May 21, 2007 as mailed. The motion was seconded by Mr. Goodrich

and approved.

## **VI. Approval of Maintenance Vouchers**

A motion was made by Dr. Kelly to approve maintenance vouchers for May 2007 totaling \$779,955.56. Mr. Goodrich seconded it. There being no further discussion, the motion was passed.

## **VII. Report by Palisades Baseball, Inc.**

1. Mr. Terry Coleman, of the South Bend Silver Hawks, reported that the team finished the first half of the season at 33-27 after a 1-9 start. Attendance has improved after inclement weather in April.
2. The Famous Chicken was here last week and a large crowd was there for him. He will be back in August.
3. He thanked the Board for their approval of the parking lot project.

## **VIII. Business of the Superintendent**

1. Superintendent St. Clair reported that we are working on the 2008 budget. It will be based on a performance concept. It is hoped it will be finished in 3-4 weeks.
2. He spoke about the possibility of a centralized mowing operation and how it may affect the department. Also, a merge with the county parks and Mishawaka parks has been discussed due to the impact of the circuit breaker on budgets. The Eppley Institute of Indiana University is researching alternative funding issues and how it would affect this idea.
3. WNDU is doing a report concerning the number of bathrooms in parks that have been closed. The closings are primarily due to vandalism. He gave some examples to what the department is facing. Also graffiti is a major problem. From mid March to June there have been 38 incidents at 24 park sites. Our painters have devoted most of their time to this problem. They have done a great job trying to keep up with the vandalism.

## **IX. Comments by the Recreation Director**

1. Ms. O'Connor presented the Board with a proposed fee schedule for 2008 for their review. She said she will come back to the July meeting to ask their approval of the schedule.
2. With an earlier end to the school year, it has been a challenge to staff some of the programs and get them running earlier than in the past, but they are up and ongoing.
3. The concert series at Potawatomi started last night and the East Race series will start next week. Attendance was very good.
4. On July 7, the race formerly known as the Riverside 4 will be run as the Star Run in honor of Larry Morningstar. He gave many years of service to the track program.

## **X. Comments by the Golf Operations Director**

1. Mr. Nowacki reported that May had six days lost to rain. Three days were lost due to aerifying the greens. Also, there were two frost delays.
2. Revenues are up over last year, but rounds are down. Other courses in the area have also seen this trend. Specials are being offered to fill off times.
3. Irrigation problems are persistent at Elbel.
4. The well at the Elbel Clubhouse went down last week. Repairs are ongoing.
5. Equipment bids will be opened at the next Board of Public Works meeting.

## **XI. Comments by the Zoo Director**

1. Mr. DeRosa reported that the first baby born this year was an alpaca. A naming contest will be held.
2. New vehicles have been ordered to replace older ones.
3. There have been break-ins into cars in the parking lot. Police have been informed.
4. Summer camps are up and running.
5. The Zoo Society is going to pay for the zoo architectural firm of Jones and Jones to come in and evaluate the infrastructure and maintenance issues at the Zoo.
6. The Butterfly Garden is almost done. A USDA inspector is coming June 26. It is hoped to open it in July.
7. Zoofari will be held in July.

## **XII. Comments by Maintenance Superintendent**

1. Mr. Mike Dyszkiewicz informed the Board that crews are busy with maintenance activities.
2. The trades crews are with painting and greenhouse repairs.
3. He requested the Board give their approval to request bids for the splash pad projects at O'Brien and King Centers. Mr. Goodrich made the motion to allow staff to advertise for bids for the splash pads. Dr. Kelly seconded the motion and it was passed.

## **XIII. Comments by the Director of Marketing & Promotions**

1. Mr. Bradley reported that as part of the accreditation, a Natural Resources Plan has been put together. Mr. Garry Harrington, Director of the Run Village Nature Center, will head a committee that will oversee it.
2. Facilities and Maintenance manuals are also being compiled.
3. The Accreditation Evaluation team will be here July 23-25.

## **XIV. There being no more business to come before the Board the meeting adjourned at 5:03 p.m.**

The next regular meeting will be held Monday July 16, 2007 at 4:00 p.m. in the Boardroom of the O'Brien Administration Center.

Respectfully Submitted,

William Carleton  
Executive Secretary